

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING**

JULY 11, 2019

PRESENT: Randy Johnson, Bev Bartlett, Mary Johnson, Linda Mamrosh, Debi Lundberg, Megan Borchardt, Mary Derginer, Eileen Littig

ABSENT: Arlie Doxtater, Amy Payne

EXCUSED: Tom Smith, Dennis Rader, Sam Warpinski

ALSO PRESENT: Debra Bowers, Kristin Willems, Devon Christianson, Christel Giesen

Chairperson Johnson called the meeting to order at 9:31 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS:

ADOPTION OF THE AGENDA:

Ms. Littig/Ms. Lundberg moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF MEETING OF May 23, 2019:

Supervisor Borchardt/Ms. Lundberg moved to approve the amended minutes of the regular meeting of May 23, 2019. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

A. REVIEW AND APPROVAL OF PRELIMINARY JUNE, 2019 FINANCE REPORT:

Ms. Bowers reviewed the June 2019 Finance Summary.

Ms. Derginer/Ms. Bartlett moved to approve the June 2019 finance report. **MOTION CARRIED.**

REPORT OF THE EXECUTIVE & FINANCE COMMITTEE & NOMINATIONS & HR COMMITTEE:

A. ADRC 2020 BUDGET REVIEW & APPROVAL:

Mr. Johnson explained that the Executive & Finance Committee reviewed and approved the 2020 preliminary budget. He noted, however, many line items are estimates as revenues from other sources are still outstanding.

Ms. Christianson referred to the ADRC Budget 2020 PowerPoint to demonstrate initiatives and direction for 2020 and beyond. Ms. Christianson shared the most current information known regarding funding and shared that she is presenting the budget as approved by the Executive Committee for 2020 to the Board of Directors for approval.

Ms. Johnson/Ms. Lundberg moved to approve the preliminary 2020 budget. **MOTION CARRIED.**

Chairperson Johnson suggested that at the August Board meeting an agenda item be added to gather interested board members to volunteer to be the "ear" in the community on various topics where they may have a particular passion, then report their findings to the board. This would

assist the ADRC by providing possible signals that would be helpful in the coming futuring initiatives.

B. ADRC SLATE OF OFFICERS & COMMITTEE APPOINTMENT APPROVAL 2019-2020:

Chairperson Johnson shared the proposed slate of officers for the 2019/2020 calendar year that was approved at the combined Executive & Finance and HR & Nominations Committee meeting:

SLATE OF OFFICERS:

Mr. Johnson ADRC Board Chairperson
Ms. Bartlett ADRC Vice Chairperson
Ms. Johnson ADRC Secretary

HR & NOMINATIONS COMMITTEE:

Dennis Rader

HR & Nominations Committee/Supervisor Borchardt moved to approve the ADRC Board Slate of Officers & Committee Appointments as presented for 2019-2020.

C. ADRC NEW BOARD MEMBER APPROVAL:

Ms. Christianson explained that Bob Johnson is interested in the open ADRC Board of Directors position. Ms. Christianson is anticipating his application submission soon, but has not received it yet.

HR & Nominations Committee/Ms. Littig moved to approve Mr. Johnson to the ADRC Board of Directors. **MOTION CARRIED.**

DIRECTOR'S REPORT:

A. PROGRAM INCOME DISCUSSION:

Ms. Christianson shared that in 2019 the ADRC was named a beneficiary for a legacy-giving donation. Ms. Christianson explained that the ADRC of Brown County is the only non-profit ADRC in the state. In addition, the ADRC is one of only six aging units in the state that are non-profit. This provides some challenge to GWAAR when providing information/guidance around legacy giving donations. As a result, the ADRC engaged GWAAR, the ADRC auditor, and the State Department of Health Services (DHS) to get clarification regarding whether legacy giving donations would be considered to be program income. If legacy donations were deemed program income, then the ADRC would need to use these dollars before any government grants or funding would be used. The ADRC auditor responded that, in their opinion, a legacy donation would not be considered program income. Ms. Christianson also engaged GWAAR and the ADRC auditor for consensus. Ms. Christianson is able to report that she has been informed by the state that unrestricted donations that are not received directly in exchange for programs or services would not be considered as Program Income.

B. NFCSP/AFCSP WAIT LIST POLICY:

Ms. Giesen referred to the AFCSP/NFCSP Wait List Policy handout. Ms. Giesen explained the need for this policy as it outlines the procedure of the ADRC related to the management of a waiting list of qualified applicants for AFCSP/NFCSP funding. The establishment of guidelines to manage the wait list policy will assure consistency and fairness for customers.

Ms. Bartlett/Ms. Johnson moved to approve the NFCSP/AFCSP Wait List Policy as presented. **MOTION CARRIED.**

LEGISLATIVE UPDATES:

Ms. Giesen shared an Advocacy Brief handout from GWAAR and went over highlights.

ANNOUNCEMENTS:

Supervisor Borchardt shared the Wildlife Sanctuary will be honoring Pat Finder-Stone sometime in mid-August. There will be a memorial located in the front entryway of their new building. The ADRC Board of Directors is invited to attend the event.

Ms. Christianson shared that the ADRC 200th Anniversary display that was located at the Neville Museum will be on display at Austin Straubel Airport.

NEXT MEETING – The next meeting will be August 22nd, 2019 at 8:30 a.m. at the ADRC.

ADJOURN:

Ms. Johnson/Ms. Littig moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 11:30 a.m.

Respectfully submitted,

Kristin Willems,
Administrative Services Coordinator